

**Capital Expenditure Committee**  
Meeting Minutes  
Wednesday, October 12, 2016  
Town Hall, Lower Level Conference Room

*Members in attendance:*

*Brian Bartkus (BB), Tony Battaglia (TB), Mary Ellen Carter (MEC), Eric Dahlberg (ED), William Moonan (WM), Jim O'Neil (JO), Barbara Perry (BP)*

*Members not in attendance:*

*Dan Brosgol (DB), Paul Mortenson (PM)*

*Other attendees:*

*Taissir Alani – Director of Facilities; Michael Rosen – Assistant Town Manager; Ron Scaltreto (Assistant Director of Facilities); Peter Cox (Facilities Department consultant)*

*TB called the meeting to order at 7:35 PM, noting that a quorum was present.*

**1. Review and approve minutes of October 5, 2016**

- a. CEC reviewed the meeting minutes of October 5, 2016, noting the following amendments:
    - i. Corrected spelling of “Adrienne” in “Other attendees” on page 1
    - ii. Corrected wording in 2.f. to “list of projects as presented” on page 2
    - iii. Corrected dollar amount in 2.f.ix to \$1.5 M on page 3
    - iv. Corrected initials of individual who made motion to adjourn to BB on page 4
- Motion to approve the meeting minutes of October 5, 2016, as amended, made by BB; seconded by MEC. Approved by a vote of 7-0-0.

**2. Proposed Facilities Town Capital Projects for FY18-23**

- a. Mr. Alani kicked off the presentation with an overview of recent major facilities projects and their estimated useful life, as well as a summary of current projects and their completion status.
- b. Mr. Alani then provided a high-level summary of projects included in the Facilities Department’s Project Plan for each year, FY 2018 to FY 2023, providing additional details on the 13 projects being requested for FY 2018 (per the 2018 tab included in the meeting binder).
- c. Mr. Alani thanked the CEC for listening to his presentation and noted that the binder includes projects for the future years (FY 2019 to FY 2023) as well.
- a. TB then opened the floor to questioned from the CEC members on the 13 FY 2018 projects that Mr. Alani had presented:
  - i. MEC asked if the air compressor for the fire station could be moved to a new building, if constructed. Mr. Alani answered in the affirmative.
  - ii. JO asked if the air compressor for the fire station would be connected to vehicles at all times. Mr. Scaltreto answered that it would be connected while vehicle is in the station, but is designed to pop off when vehicle exits. Mr. Alani added that humidity creates connectivity issues for the compressors.

- iii. TB asked why the air compressor for the fire station has the highest weighted priority score. Mr. Alani responded that this is because it relates to the operation of essential public safety vehicles.
- iv. BP asked why Mr. Alani referred to the heating system for the fire station as a placeholder. Mr. Alani responded that the current system works, but that it could fail at any time, given its age. BP stated that, in her view, the most appropriate thing would be to have the funds available in a reserve fund just in case it fails.
- v. TB stated that it seems the heating system for the fire station has a high rating but it's not a necessary project unless it breaks down. Mr. Alani agreed with that statement.
- vi. BB asked for confirmation that, if CEC approves the heating system for the fire station, the funding would be held in case the current system fails. Mr. Alani responded in the affirmative. BB added the point that he would rather roll the dice and hold off on replacing heating system.
- vii. JO stated that he would like to see a time chart for clarification on the heating system for the fire station and for the other fire station projects, adding that his position is not to support the heating system project.
- viii. MEC asked what the probability is that the fire station will be rebuilt at its current location or moved once the decision is made to replace it. WM offered that this represents a trade-off: the town decided to defer construction of a new fire station, so the CEC is now confronted with requests for interim projects like the heating system and others.
- ix. JO offered the point on the Springs Brook Park roofing renewal that, independent of what happens to the park itself, it's necessary to keep the roof tight.
- x. BB stated that he has lots of questions about the broader status of Springs Brook Park and whether the building will remain. Mr. Alani stated that no one has suggested removing this building in the context of broader discussions about the future of Springs Brook Park.
- xi. BB stated that the security access for the police station locker room seems like a "nice to have." MEC noted that the police officers may store their weapons in their lockers. ED asked if it would be fair to ask the Police Chief clarifying questions about this project when he comes in to present their requested projects even though this one is appearing on Facilities list. Mr. Alani responded in the affirmative.
- xii. BB asked how frequently it's the case that there are contractors in the vicinity of the police station locker rooms. Mr. Alani responded that he believes it is very frequent because of all the work being done at the station recently.
- xiii. BB asked if it is possible to hold off on the exterior door replacements at the fire station, given that station may move to an entirely different building. Mr. Alani stated that it is. JO added that the time horizon for a new fire station is still so long that the town may need to fund maintenance projects like this at the current station.
- xiv. MEC asked if the washer and extractor at the fire station could be moved. Mr. Scaltreto responded in the affirmative.
- xv. JO stated that he is not comfortable with the necessity of the library mechanical systems study.

- xvi. BP asked for more details on the intended uses of the snow removal tractor. Mr. Alani stated that the tractor would cover most municipal buildings, but stressed that the Facilities Department would still maintain at least a couple of snow blowers. BP further asked if the snow removal tractor would come with the attachments shown in the video that Mr. Alani presented earlier. Mr. Alani responded in the affirmative.
- xvii. MEC asked how many snow blowers it is estimated that the snow removal tractor would replace. Mr. Alani responded that it would likely replace 6 snow blowers
- xviii. JO asked how the library currently addresses heating near the main entrance (in the context of the library entrance heater request). Mr. Alani stated that it is currently heated by baseboard heat, which is inadequate.
- xix. JO asked for details on the storage study project slated for FY 2020. Mr. Alani stated that the project is designed to gain an understanding of current needs. JO suggested that the committee hold a future meeting at the VA garage site.

### **3. New Business**

- a. BB offered the question for discussion: have we created a monster with our questionnaire? After some discussion, CEC reached consensus to continue use of the questionnaire for the remainder of the FY 2018 planning cycle, but to revisit their merit in the future.
- b. JO expressed concern that his request for a spending/bonding plan for sewer and water was not received favorably by the Town Manager at the CEC's October 5<sup>th</sup> meeting.

### **4. Next Meeting Dates**

N/A

### **5. Adjournment**

- a. Motion to adjourn made by ED; seconded by BB. Approved by a vote of 7-0-0.

*Meeting was adjourned at 10:10 PM.*

*Respectfully submitted by Eric Dahlberg, CEC Clerk.*

*Approved on*